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Personnel Support Activity Detachment Monterey Quarterly Newsletter

Naval Postgraduate School, Monterey California

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PERSONNEL SUPPORT ACTIVITY DETACHMENT MONTEREY QUARTERLY NEWSLETTER APR - JUN 1985



MAJOR RENOVATION AT CHICAGO-O'HARE INTERNATIONAL AIRPORT

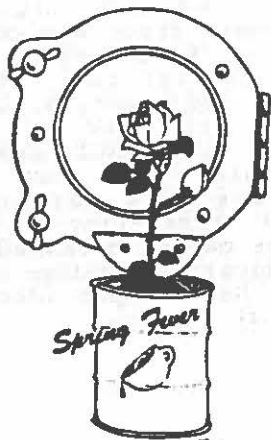
Major renovation began 15 March 1985 at Chicago-O'Hare International Airport causing the relocation of most of the carriers and other facilities.

On 11 March 1985, the USO moved from Terminal 2 to 3 into a "store front" location on the passenger gate side of the terminal. USO signs will be posted in Terminal 3, and in the old location to help direct travelers to the new location.

Major airlines housed in Terminal 3 are American, Delta, TWA and Republic.

Terminal 1, the international arrival and departure terminal, is being torn down. American flag carriers with international flights will be processing passengers in new facilities on the ground level of the parking garage across the roadway from Terminals 2 and 3. Transportation will be available to take passengers to the flight line. Directional signs should be in place during renovation work.

Recommend all travelers transiting Chicago-O'Hare International Airport allow sufficient extra time to locate their appropriate carrier terminal.



HAND DELIVERY OF MILITARY PAY CHECKS

Effective with the 15 October 1985 payday the Navy will no longer hand deliver pay checks to military personnel assigned to shore duty activities in the fifty states and the District of Columbia. Members residing in the BOQ/BEQ will be exempted. The Navy Accounting and Finance Center, Washington has indicated that shore based transients, student and squadron personnel will NOT be exempted. Prior to 1 October 1985 members not participating in Pay Deposited Quicker (PDQ)/Direct Deposit System (DDS) will be required to provide a ~~non-work~~ address for the mailing of pay checks. The exact procedures will be promulgated in the June/July 1985 timeframe. The way to ensure timely receipt of pay checks is to enroll today in the PDQ Program. The present PDQ Program is maintained at regional pay centers around the country. The regional center for PERSUPDET Monterey is located in San Francisco.

One disadvantage of the PDQ Program is that once a detaching endorsement (NAVCOMPT Form 3067) is prepared for a transfer, the PDQ automatically stops. On 1 October 1985, the PDQ Program will terminate, and all PDQ accounts will automatically be converted to DDS. Effective with the 15 October 1985 payday, PERSUPDET Monterey will be able to send net pay to savings/checking accounts by DDS. All DDS accounts will be maintained by the Navy Finance Center, Cleveland, Ohio and are not affected by transfers. The DDS Program guarantees delivery of your net pay to your account on payday. Delivery of checks forwarded by mail will not be guaranteed.

ENROLL IN PDQ NOW, THE SAFEST AND BEST WAY TO GET PAID. For more information contact the PERSUPDET Monterey Military Pay Office.

AVIATION COMMAND SCREENING BOARD

The following are excerpts taken from a point paper written by RADM William E. Ramsey, the president of the FY-85 board who is presently serving as Director, Navy Space Systems Division (OPNAV-943). Comments reflect thoughts gathered after the board reviewed over 2,000 records and literally tens of thousands of fitness reports.

Performance remains the overriding factor in a record.

General career remarks

Career timing is critical. Officers must get back to a department head tour in time to be competitive.

CV/TRACOM/ Recruiting/TPS and other out-of-community tours are a plus if coupled with strong in-community performance.

Strong TRACOM and CV tours virtually eliminated a weak start.

A strong TRACOM tour looked better than an average fleet replacement squadron (FRS) tour.

Broken service did not detract unless the time inactive was excessive. Top performers who came back on active duty were competitive if their time out was short (i.e., less than two years); and they hit the deck running upon returning to active duty.

PREFLIGHT DINING

Saying a service member or federal civilian on official travel cannot be expected to eat at unreasonable hours, the U.S. Comptroller General has relaxed restrictions on government payment for meals eaten before an employee travels by air.

In 1978 the Comptroller General ruled that a government employee is not entitled to reimbursement for a meal at an airport at the permanent duty station because the employee could have eaten at home. This ruling was not intended to require that an employee or member of the uniformed service take meals at unconventional or unreasonable hours.

That recently was modified in response to an appeal by a Navy lieutenant. The Comptroller ruled that the lieutenant could be reimbursed for the cost of meals he had between the airport and his home because the airport was a considerable distance from his duty station, and he was traveling on a flight during which a meal would not be served.

"When a member is in travel status and is required to travel from his permanent duty station to a carrier terminal, which is located a considerable distance from the duty station, he may be reimbursed for meals purchased during normal meal hours enroute to or from the airport, if the flights do not serve meals which would enable him to take his meals at reasonable hours," the Comptroller General said.

BAGGAGE INTERLINING

The interlining of baggage between the Military Airlift Command (MAC) contracted flights (Category B) and connecting commercial domestic service began on 1 December 1984. This service is available at all MAC commercial gateway locations with the following airlines: Aloha, American, Continental, Delta, Eastern, Frontier, Hawaiian, Ozark, Pan American, Piedmont, Republic, TWA, United, U.S. Air, Western, and Northwest. CONUS passengers traveling domestically to a MAC commercial gateway on one of these carriers can request that their baggage be interlined to the MAC charter flight (Category B). The MAC flight is identified by a "US" number on the MTA.

Passengers traveling from overseas to a CONUS destination and wishing to use this service must tell the MAC passenger agent at the overseas terminal at the time of check-in and have a ticket in hand showing a confirmed seat on the domestic leg of their journey. After clearing customs at the CONUS gateway, the traveler places the interlined baggage on the interlining carousel which is normally located near the customs area.

ARRIVING PASSENGERS AT NARITA, JAPAN

It appears that many people arriving at Narita are not properly briefed on the conditions to expect, distance from military facilities, or potential cost of commercial transportation. This information has been available in various forms since Northwest Airlines and Pan American Airways began service into and out of Narita. However, personnel continually arrive with insufficient funds to defray cost of transportation, no idea of where they are going, how to get there, or where it's located. Ground transportation is provided by carriers for CAT Y passengers only to Yokota. Other CAT Y passengers not destined for Yokota or arriving CAT Z passengers will find it necessary to obtain other transportation unless prior arrangements have been made through the gaining unit or service.

An additional problem for carriers at Narita is CAT Y passengers arriving with accompanying pets. Pet shipments are a transaction between the carrier and the passenger. Even though the passenger is CAT Y and entitled to contracted ground transport to Yokota AB, the pet owner must make other arrangements for the pet's transportation. Carriers are not required to provide this service and advise space will not be available to accommodate pets on the contracted transportation.

MOVING OVERSEAS?

Your nearest Navy family service center has two new tools to assist with your overseas move.

"When You Are Going Overseas" is a flyer published by the Overseas Transfer Information Service (OTIS) which highlights information to assist with your overseas transfer.

"Overseas Living Conditions" (NAVMILPERSCOMING 1720.1A) provides information on housing, automobiles, pets, climate, facilities, activities, schools, commissaries, exchanges, medical/dental and many other topics. The instruction describes 38 locations, and it can help you choose an overseas location as well as provide you valuable information once you get there.

For additional overseas information, call the Overseas Transfer Information Service (OTIS) between 0800-1630 E.S.T. Monday through Friday at AUTOVON 224-8392/8393. We will accept collect calls from within the continental United States at (202) 694-8392/8393. For your convenience, an answering machine will take your name, message and telephone number after hours and on weekends. An OTIS operator will return your call as soon as possible. If you don't require an immediate response, write Commander, Naval Military Personnel Command, Navy Department (NMPC-662), Overseas Transfer Information Service (OTIS), Washington, DC 20370-5662.

DANTES

The Defense Activity for Non-Traditional Education Support (DANTES) is the defense-wide support activity for voluntary education. Through DANTES, military personnel can pursue independent study for college credit and take various tests (CLEP, DSSTs) for college credit. Additionally, DANTES offers standard college entrance tests (ACT, SAT) and the graduate record exams (GRE) to active duty personnel. Further information on these services may be obtained from your Education Services Office or your Navy Campus education specialist.

PERSUPPDET MONTEREY CA

The PERSUPPDET Monterey is a detachment of the Personnel Support Activity San Francisco. The mission of this detachment is to provide consolidated personnel, pay, and transportation services to all Navy personnel stationed in the Monterey area.

CUSTOMER SERVICE HOURS

All Offices
Monday-Tuesday 0730-1630
Wednesday 0900-1630
Thursday-Friday 0730-1630

ID Cards
Daily (except Wednesday) 0730-1630
Wednesday 0900-1630
1st & 3rd Saturday (Except Holiday Weekends) 0900-1500

Emergencies - Any time during normal working hours. After 1700 contact duty person at 646-3058

TELEPHONE LISTING

Officer in Charge
CWO4 Phillips 646-2348
Assistant Officer in Charge
YNCS Schmitt 646-2348
Administrative Support 646-2348
Military Personnel 646-2346
Customer Service 646-2746
Vouchers/Claims 646-3056
Military Pay 646-2577

LMET TRAINING

LMET is required for all fleet bound personnel transferring to Type duties 2, 3, 4 and 5. These courses are mandatory for all E5-E9 personnel. New E7s are also all required to attend the LCPO course in addition to the LPO course they attended prior to advancement to E7.

If by administrative oversight you are ordered to LMET and you have already attended, your command should advise your detailer by message, citing command service record verification as justification for cancellation of course and orders modification.

OFFICER ASSIGNMENT PROCESS

The Primary Considerations in the Officer Assignment Process are: Needs or requirements of the Navy; Individual professional needs; Individual assignment preferences.

To successfully coordinate these considerations, your assignment officer is responsible for utilizing all available inputs to assign you to the best job available.

The assignment process can become a very complicated balance between the three factors mentioned above. Billet availabilities are generated on a priority basis from sea and shore placement desks within the Distribution Department (NMPC-4) at Naval Military Personnel Command, and this forms the basis for your detailer's "shopping list." Your professional record and projected rotation date (PRD) are used to refine this "shopping list" to a smaller list of possible assignment options.

Your detailer uses your microfiche record, Officer Data Card (ODC) and preference card as the principal tools in the refinement of options for your next assignment. Here's how the detailer does it and what you can and should do to help:

Microfiche record. A review of your performance record determines your qualifications attained during previous and current tours and is used to determine your level of performance. Make sure that fitness reports are complete, particularly where "Employment of Command" (Block 21) and "Duties Assigned" (Block 28) are concerned.

Also, a periodic review of your microfiche record will help you determine whether all fitness reports have been received by NMPC and filed in your record. MILPERSMAN 5030150 contains procedures for requesting a copy of your microfiche for review.

Officer Data Card (ODC). Your ODC is used by the assignment officer to track educational achievement, service schools attended, assignment history, and any other qualifications. Your ODC is periodically mailed to you for update. When you receive it, make sure it is current, particularly Blocks 52-68 and 72-91. NAVPERS 15839 series, Volume II, contains the details on updating ODCs.

Officer Preference and Personal Information Card (OPPIC). Your detailer uses this tool as the primary basis for determining your desires. Clearly spell out your desires in order of preference. Additional information which will assist the detailer in the assignment process are work/home phone numbers and addresses, dependent data and preference for graduate education. A new automated form has been available since September 1984 which will allow your preferences to be entered into a computer for the exclusive use of your detailer.

In summary, the assignment process depends upon accurate information. Your detailer, as your representative in this process, depends upon you to give the information needed to assign you to the best possible job available.

STAR

The STAR program offers first-term petty officers and designated strikers the opportunity to reenlist for six years for guaranteed training and potential accelerated advancement. Details and eligibility requirements are contained in MILPERSMAN 1060020. Personnel must be a designated striker in paygrade E3 or senior; have completed at least 21 months, but not more than six years, of continuous active naval service and not more than eight years of active military service; have performance evaluations averaging 3.5 with no mark below 3.4; meet ADVAB score requirements for training requested; be recommended by commanding officer.

STAR/SRB requests must be submitted separately. Submit STAR requests on an Enlisted Personnel Action Request (NAVPERS-1306/7) or message to NMPC-438 (not your detailer) via your commanding officer. SRB requests should include the date/time group of the ATAR approval message in the Remarks section. Commanding officers are authorized to reenlist personnel under the STAR program (non-SRB ratings) without prior approval from Commander Naval Military Personnel Command except when training is to be guaranteed. See your command career counselor and find out what STAR can do for you.



Happy Easter®

**E7-E9 UP FOR SELECTION?
CHECK YOUR SERVICE RECORD NOW**

Your microfiche service record is updated at the end of your enlistment or enlistment-as-extended. Pages 2, 6, 7 and 10, evaluations (E5 and above only) and SGLI beneficiary designator forms should also be updated as necessary.

When reviewing your record ensure that all evaluations are in your record. Evaluations are usually placed in the microfiche record within two weeks of receipt at NMPC. All other updates are usually in the record within six weeks of receipt.

Letters of appreciation and commendation are no longer filed in the microfiche service record. Such letters are to be noted in evaluations.

Except for evaluations, information missing from your record should be submitted via certified mail to Commander, Naval Military Personnel Command (NMPC-312), Washington, DC 20370-5312. Missing evaluations should be submitted to NMPC-322. All information should be submitted via your command.

If you are going before a selection board and find something missing from your record, make two copies, one copy for the board and one copy to be filmed into your record. The copies should be forwarded via certified mail with a cover letter from your command stating that one copy is for filming and the other copy is for the selection board.

If you are going before a selection board and wish information from your current enlistment to be available to the board, forward the information to the president of the board (e.g., President, FY-85 CPO Active Selection Board) in care of the Selection Board Services Branch (NMPC-321).

Send only photocopies of documents. Documents are not returned after filming or submission to selection boards.

NOTE: Pages 4, 5, 9, 11 and 13 are only filmed at the end of an enlistment-as-extended.

ARE YOU UP TO "PAR?"

One of the most important aspects of preparing for advancement is the "Personnel Advanced Requirements" (PAR) sheet. It provides a checklist that individuals use in preparing for their next rate and that commands use in determining readiness for advancement.

PAR is designed to check only the minimum requirements for advancement. It is broken into three sections: Section I lists the various administrative requirements (length of service and time in rate); Section II lists formal school and other training requirements (if any) and recommended training for improved performance in rating; Section III lists occupational and military ability requirements based on current occupational standards as published in the "Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS-18068D), Section I.

Section III of the PAR contains only broad statements about what a person must be able to do at the next higher paygrade. Often due to command equipment, mission and operations, it is difficult to demonstrate all the skills necessary for advancement. Therefore, the PAR is intended to provide a basis for evaluating personnel and determining ability for advancement.

Many times you see the PAR sheet being signed only to make the individual eligible for advancement. Remember, it only hurts the individual being recommended. If you are advanced and unable to perform at the higher paygrade it will be reflected in your evaluations, and not in the evaluations of the person who signed the PAR for you.

CALENDAR OF EVENTS

APRIL 1985

- 7 - HAPPY EASTER
- 12 - Active E-8, E-9 Selection Board
- 15 - Commander (Staff, Active) Selection Board Convenes Federal and State Income Taxes Postmarked TODAY.
- 20 - Saturday ID Card Issue
- 23 - PASS Liaison Representative Meeting, 0800, Room E111
- 25 - E4-E7 Military Leadership and E3 Exams at 0745, PSD, Room E111
- 28 - Daylight Savings Time Begins. Turn clocks AHEAD one hour at 0200
- 30 - E9 Evaluations due.

MAY 1985

- 4 - Saturday ID Card Issue
- 6 - Lieutenant Commander (line, active) Selection Board Convenes
- 12 - Mother's Day
- 14 - Sailor of the Year Board
- 18 - Saturday ID Card Issue Armed Forces Day
- 21 - PASS Liaison Representative Meeting, 0800, Room E111
- 27 - Memorial Day (Holiday)
- 30 - E4-E7 Military Leadership and E3 Exams at 0745, PSD, Room E111.
- 31 - Ensign FITREPS due

JUNE 1985

- 1 - Saturday ID Card Issue
- 2 - Lateral Conversion Requests for September exam due to NMPC
- 3 - CPO (active) Selection Board Convenes
- 12 - Application for Transfer/Re-designation Board due NMPC-211
- 14 - Flag Day
- 15 - Saturday ID Card Issue
- 16 - Father's Day
- 20 - March E4-E5 Exam Results mailed from exam center
- 25 - PASS Liaison Representative Meeting, 0800, Room E111
- 27 - E4-E7 Military Leadership and E3 exams at 0745, PSD, Room E111
- 30 - E4 Evaluations due

